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A detailed meeting agenda will be available on line when finalized at <http://apps.tn.gov/pmn/index.html>. A copy may also be requested by calling the board office 1-800-778-4123.

**TENNESSEE DEPARTMENT OF HEALTH  
HEALTH RELATED BOARDS  
MEMORANDUM**

**Date:** March 14, 2016

**To:** Woody McMillin, Director of Communications and Media Relations

**From:** Lynda S. England, BSMT(ASCP)  
Board Director

**Name of Board or Committee:** Tennessee Medical Laboratory Board  
Personnel and Education Committee

**Date of Meeting:** April 20, 2016

**Time:** 1:00 P.M. CDT

**Complete Address:** Health Related Boards  
665 Mainstream Drive, Iris Conference Room  
MetroCenter Complex  
Nashville, TN 37243

**Major Agenda Items:**

- 1: Call to order
- 2: Introductions  
Introduction of Board Members and Staff
- 3: Review applications and/or interview  
applicants/remediation and determine eligibility
  - A. Initial  
1-Kimberly Sanders  
San Diego, CA 92114  
Medical Laboratory Technologist

2-Cody Frazier  
113 Silverbell Lane  
Gatlinburg, TN 37738  
Medical Laboratory Technologist

B. Reinstatement Application:

4: Consider ratification of initial determinations and actions of board director or consultant

A: New Licenses (Initial & Temporary) Attachments 1 & 2

B: Reinstatements, Attachment 3

C: Administratively closed files, Attachment 4

D: Retired Licenses, Attachment 5

E: Training Permits, Attachment 6

5: Review correspondence submitted to the administrative office concerning personnel and/or educational issues. Discuss and take action as necessary.

A.

6: Discussion/Clarification staff correspondence/inquiries

7: Other Business

8: Adjourn

This memo shall be forwarded from individual programs to the Public Information Office on the 15th day of the preceding month. The Public Information Office will prepare the monthly list of meetings within the Department and have ready for distribution to state media the 28th of the preceding month.

PH 1850 (Rev. 3/79)

RDA N/A

03/14/2016